

## Training and Evaluation Outline Report

**Task Number:** 71-8-5315

**Task Title:** Process Relevant Information (Battalion - Corps)

**Supporting Reference(s):**

Step Number	Reference ID	Reference Name	Required	Primary
	ADRP 5-0	The Operations Process	Yes	Yes
	ADRP 6-0	Mission Command	Yes	Yes

**Condition:** The command has received an operations plan, or warning, operations, or fragmentary order from higher headquarters and is exercising mission command. The commander has issued guidance on processing relevant information to create the common operational picture. The command has established communications with subordinate and adjacent units, and higher headquarters. The mission command system is operational and processing information in accordance with standard operating procedures. Some iterations of this task should be performed in MOPP.

**Standard:** The staff formats, plots, translates, correlates, aggregates, organizes, categorizes, analyzes, and evaluates relevant information to create the common operational picture to display relevant information within the commander's area of interest. The relevant information is tailored to the users requirements and based on common data information shared by more than one command.

Note: Task steps and performance measures may not apply to every unit or echelon. Prior to evaluation, coordination should be made between evaluator and the evaluated units' higher headquarters to determine the performance measures that may not be evaluated.

**Special Equipment:** None

**Safety Level:** Low

### Task Statements

**Cue:** None

## DANGER

Leaders have an inherent responsibility to conduct Risk Management to ensure the safety of all Soldiers and promote mission accomplishment.

## WARNING

Risk Management is the Army's primary decision-making process to identify hazards, reduce risk, and prevent both accidental and tactical loss. All soldiers have the responsibility to learn and understand the risks associated with this task.

## CAUTION

Identifying hazards and controlling risks across the full spectrum of Army functions, operations, and activities is the responsibility of all Soldiers.

**Remarks:** None

**Notes:** Task content last updated: 14 Feb 2013.

## TASK STEPS

1. The staff, in coordination with the G6/S6, establishes oversees and supervises the information management activities of the command post (CP) by:
  - a. Providing direction and guidance to the staff on how the CP supports the commander's exercise of mission command.
  - b. Developing the command information management plan so the staff can provide relevant information and mission command system technical support.
  - c. Providing the commander with relevant information that answers information requirements.
2. The staff facilitates the timely flow of relevant information by:
  - a. Supporting the implementation of the command information management plan based on the commander's guidance.
  - b. Establishing procedures that enable the staff to maintain the timely flow of relevant information.
  - c. Establishing mission command networks and information systems to support the flow of relevant information and development of the common operational picture (COP).
  - d. Integrating staff actions and relevant information to develop the COP.
  - e. Providing the architecture necessary to collect, process, display, store, and disseminate relevant information to support mission command functions.
  - f. Facilitating staff presentation of relevant information.
3. The staff analyzes relevant information during all phases of the operations process (planning, preparing, executing and assessing) needed to successfully conduct operations.
4. The staff uses information management procedures and mission command systems, along with the unit's standing operating procedure (SOP) to collect, plot, translate, organize, process, store, display, and disseminate information by:
  - a. Collecting data using available analog and/or mission command information systems.
  - b. Processing data by transforming it into information and knowledge to create the COP by:
    - (1) Processing the data in accordance with the SOP.
    - (2) Integrating multiple bits of data to make useable information in order to reduce the volume of data.
    - (3) Assessing the quality of information for:
      - (a) Accuracy - the extent to which the information conveys the true situation, the degree to which it is fact.
      - (b) Timeliness - the extent to which the information still reflects reality. Timely information is not overtaken by events.
      - (c) Usability - the extent to which the information is easily understood or displayed in a format that immediately conveys the meaning.
      - (d) Completeness - the extent to which the information contains all necessary components.

(e) Precision - the extent to which the information has the required level of detail, no more and no less.

(f) Reliability - the extent to which the information is trustworthy, uncorrupted, and undistorted.

(4) Transforming information into understanding.

Note: Judgment is based on experience, expertise and intuition.

(5) Categorizing relevant information using the factors of mission, enemy, terrain and weather, time, troops and support available and civilians considerations (METT-TC).

c. Displaying the COP, tailored to the user's requirements, and based on data and information shared by more than one command.

d. Storing relevant information in databases.

e. Disseminating the COP to higher, subordinate, supported, adjacent headquarters (HQ) and unified action partners.

5. The staff provides relevant information to the commander and others in a usable form as prescribed in the unit's SOP to facilitate situational understanding and decision making by:

a. Maintaining running estimate focused on the commander's intent and the factors of METT-TC.

b. Monitoring ongoing operations to identify relevant information from variances between the current situation and the planned situation.

c. Informing and advising the commander and others concerning all relevant information pertaining to a related warfighting functional, specifically addressing:

(1) Capabilities, limitations, requirements, availability, and employment of resources.

(2) Capabilities, limitations, and employment of supporting forces.

(3) Directives and policy guidance from higher HQ.

(4) Producing reports, overlays, matrices, decision aids, and other decision-making tools in accordance with (IAW) the SOP.

d. Evaluating relevant information based on the commander's intent, running estimate and war-fighting functions:

6. The staff provides warfighting function input into shared databases to create the COP and disseminate relevant information:

a. The operation section updates and disseminates the situation map that includes:

(1) Graphic control measures and boundaries.

(2) Location of maneuver, fire support, and other relevant combined arms elements.

(3) Location of CPs, critical mission command systems nodes.

(4) Missions, facts, and assumptions.

(5) Tactical situation.

(6) Information that answers commander's critical information requirements.

(7) Information that facilitates the execution of the commander's orders:

(a) Operations plans; warning, operations, or fragmentary orders.

(b) Directives.

(c) Memorandums.

(d) Regulations.

b. The staff, in coordination with the intelligence section, updates and disseminates intelligence preparation of the battlefield and threat information to include:

(1) The status of threat capabilities, tactics, techniques & procedures, and employment options.

(2) Weather and terrain considerations.

(3) Threat capabilities and threat templates.

(4) Situation, event, and decision support template.

(5) Modified combined obstacle overlay.

(6) Collection and surveillance plan.

c. The staff, in coordination with the fire support section, updates and disseminates the following:

(1) Location of field artillery (FA) units.

(2) Changes in FA organizations.

(3) Employment of organic, attached, and supporting target acquisition assets.

(4) Attack guidance matrix.

(5) Priorities of fire.

(6) High value targets and high payoff targets.

(7) Controlled supply rate and required supply rate.

(8) Current and proposed fire support coordination measures (FSCM).

(9) Status of close air support (CAS).

(10) Battle damages assessment.

(11) Status of airspace control measures.

(12) Status of suppression of enemy air defense plan.

d. The staff, in coordination with the sustainment section, updates and disseminates the following:

(1) Current and future locations of sustainment units.

(2) Changes in sustainment organizations.

(3) Status of host nation support.

(4) In-transit visibility.

(5) Status of supplies by classes of supply, item, and unit.

(a) Equipment losses.

(b) Command regulated pacing items.

(c) Maintenance backlog.

(d) Projected status of maintenance activities and equipment readiness.

(e) Status of weapon system replacement operations and other requisitions.

(6) Status of maintenance support activities.

(7) Status of movement.

(a) Track convoy movement.

(b) Prioritize transportation and movement requirements to include aerial resupply.

(c) Status of primary and alternate main supply routes.

(8) Capability to resupply units for current and subsequent operations.

e. The human resources section updates and disseminates the following:

(1) Status of medical support and activities to include combat health status.

(2) Status of personnel to include causality information, key personnel losses, and any significant changes in personnel readiness.

f. The protection section provides updates and disseminates the following:

(1) Air and missile defense (AMD) activities include:

(a) ADM weapon systems and sensor locations.

- (b) Operational status.
  - (c) Changes in ADM organizations.
  - (d) Airspace integration measures.
  - (e) Air control orders.
  - (f) Current fire unit status.
  - (g) Current alert posture and weapon control status.
  - (h) Defended assets priorities.
  - (i) Status of missile expenditures.
  - (j) Engagement summaries.
- (2) Engineer information related to mobility, survivability, and counter-mobility activities, to include:
- (a) Location and mission of engineer units.
  - (b) Changes in engineer organizations.
  - (c) Current priority of effort.
  - (d) Current priority of support.
  - (e) Obstacles and survivability conditions.
  - (f) Status of bridges, lanes, and bypasses.
  - (g) Status of available mission critical engineer systems.
  - (h) Status of known obstacles to include safety zones and self-destruct times for scatterable mines.
  - (i) Significant changes in geospatial information.
- (3) Military police (MP) information to include:
- (a) Location and mission of MP units.
  - (b) Changes in MP organizations.
  - (c) Area security plan.
  - (d) Enemy prisoner of war (EPW) collection points.
  - (e) Maneuver and mobility support.
  - (f) Law and order activities.

(g) Police intelligence activities.

(4) CBRNE information includes:

(a) Location and mission of CBRNE units.

(b) Changes in CBRNE organizations.

(c) Significant CBRNE events and incidents.

(d) Status of contaminated areas.

(e) Status of supporting CBRNE units and activities.

(f) Mission oriented protective posture.

g. The staff, in coordination with the inform and influence section, updates and disseminates inform and influence activities information to include:

(1) Themes, messages, and actions with operations to inform United States and global audiences.

(2) Influences on foreign audiences.

(3) Affects on adversary and enemy decisionmaking.

h. The staff, in coordination with the cyber electromagnetic section, updates and disseminates cyber electromagnetic activities information to include:

(1) Advantages gained over adversaries and enemies in both cyberspace and the electromagnetic spectrum.

(2) Denial and degradation of adversary and enemy use of both cyberspace and the electromagnetic spectrum.

(3) Protection status of the mission command system.

7. The staff displays the COP (IAW the unit's SOP) using mission command systems by:

a. Presenting graphically, through the use of digital maps and overlays, the tactical mission, unit locations, and control measures which includes:

(1) Area of operation, area of interest and area of influence.

(2) Subordinate unit boundaries.

(3) Forward edge of the battle area, line of departure, line of contact or phase lines.

(4) Assembly areas, battle positions, strong points, engagement areas and objectives if used.

(5) The decisive, shaping, and sustaining operations.

(6) Reconnaissance and security graphics.



(7) Ground and air axes of advance.

(8) FSCM.

(9) Obstacle control measures.

(10) Location of subordinate units (two levels down).

b. Location of friendly force's special operating forces, joint, multinational, coalition, interagency and includes:

(1) Marine corps cannon, rockets, missiles, and CAS.

(2) Air force CAS.

(3) Naval surface weapon systems.

c. Location of governmental and non-governmental relief and support agencies such as non-governmental organizations and private volunteer organizations.

d. Locations of CPs and critical mission command system nodes.

e. IPB overlays and products to include:

(1) Location and disposition of enemy forces (known or templated).

(2) Terrain analysis overlays and modified combined obstacle overlay.

(3) Meteorological data and weather effects.

(Asterisks indicates a leader performance step.)

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. The staff in coordination with the G6/S6 established, oversaw and supervised the information management activities of the command post (CP):			
a. Provided direction and guidance to the staff on how the CP supports the commander's exercise of mission command.			
b. Developed a command information management plan that allowed the staff to provided relevant information and mission command systems technical support.			
c. Provided the commander with relevant information that answered information requirements.			
2. The staff facilitated the timely flow of relevant information by:			
a. Supported the implementation of the command information management plan based on the commander's guidance.			
b. Established procedures that enabled the staff to maintain timely flow of relevant information.			
c. Established mission command systems that supported the flow of relevant information and the development of the common operational picture (COP).			
d. Integrated staff actions and relevant information to develop the COP.			
e. Provided the architecture necessary to collect, process, display, store, and disseminate relevant information to support mission command functions.			
f. Facilitated staff presentation of relevant information.			
3. The staff analyzed relevant information during all phases of the operations process (planning, preparing, executing and assessing) needed to successfully conduct operations.			
4. The staff used information management procedures and mission command systems, along with the unit's standing operating procedure (SOP) to collect, process, plot, translate, organize, store, display, and disseminate information:			
a. Collected data using available analog and/or mission command information systems.			
b. Processed data by transforming it into information and knowledge to create the COP:			
(1) Processed the data in accordance with the SOP.			
(2) Integrated multiple bits of data that made useable information in order to reduce the volume of data.			
(3) Assessed the quality of information for:			
(a) Accuracy - the extent to which the information conveys the true situation, the degree to which it is fact.			
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(4) Transformed information into understanding.			
(5) Categorized relevant information using the factors of mission, enemy, terrain and weather, time, troops and support available and civilians considerations (METT-TC).			
c. Displayed the COP, tailored to the user's requirements, and based on data and information shared by more than one command.			
d. Stored relevant information in databases.			

e. Disseminated the COP to higher, subordinate, supported, adjacent headquarters (HQ) and unified action partners.			
5. The staff provided relevant information to the commander and others in a usable form as prescribed in the unit's SOP that facilitated situational understanding and decision making:			
a. Maintained running estimate focused on the commander's intent and the factors of METT-TC.			
b. Monitored ongoing operations that identify relevant information from variances between the current situation and the planned situation.			
c. Informed and advised the commander and others concerning all relevant information pertaining to a related warfighting functional, specifically addressing:			
(1) Capabilities, limitations, requirements, availability, and employment of resources.			
(2) Capabilities, limitations, and employment of supporting forces.			
(3) Directives and policy guidance from higher HQ.			
(4) Producing reports, overlays, matrices, decision aids, and other decision-making tools in accordance with (IAW) the SOP.			
d. Evaluating relevant information based on the commander's intent, running estimate and war-fighting functions:			
6. The staff provided warfighting function input into shared databases to created the COP and disseminate relevant information:			
a. The operation section updated and disseminated the situation map that includes:			
(1) Graphic control measures and boundaries.			
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(a) Operations plans; warning, operations, or fragmentary orders.			
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(1) The status of threat capabilities, tactics, techniques & procedures, and employment options.			
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(3) Employment of organic, attached, and supporting target acquisition assets.			
(4) Attack guidance matrix.			
(5) Priorities of fire.			
(6) High value targets and high payoff targets.			
(7) Controlled supply rate and required supply rate.			
(8) Current and proposed fire support coordination measures (FSCM).			

(9) Status of close air support (CAS).			
(10) Battle damages assessment.			
(11) Status of airspace control measures.			
d. The staff, in coordination with the sustainment section, updated and disseminated the following:			
(1) Current and future locations of sustainment units.			
(2) Changes in sustainment organizations.			
(3) Status of host nation support (HNS).			
(4) In-transit visibility.			
(5) Status of supplies by classes of supply, items, and unit.			
(a) Equipment losses.			
(b) Command regulated pacing items.			
(c) Maintenance backlog.			
(d) Projected status of maintenance activities and equipment readiness.			
(e) Status of weapon system replacement operations and other requisitions.			
(6) Status of maintenance support activities.			
(7) Status of movement.			
(a) Track convoy movement.			
(b) Prioritize transportation and movement requirements to include aerial resupply.			
(c) Status of primary and alternate main supply routes (MSR).			
(8) Capability to resupply units for current and subsequent operations.			
e. The human resources section updated and disseminated the following:			
(1) Status of medical support and activities to include combat health status.			
(2) Status of personnel to include causality information, key personnel losses, and any significant changes in personnel readiness.			
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(d) Current priority of support.			
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(h) Status of know obstacles to include safety zones and self-destruct times for scatterable mines.			
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(3) Military police (MP) information to include:			

(a) Location and mission of MP units.			
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(3) Affected adversary and enemy decisionmaking.			
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(1) Advantages gained over adversaries and enemies in both cyberspace and the electromagnetic spectrum.			
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a. Presented graphically, through the use of digital maps and overlays, the tactical mission, unit locations, and control measures which includes:			
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(2) Subordinate unit boundaries.			
(3) Forward edge of the battle area, line of departure, line of contact or phase lines.			
(4) Assembly areas, battle positions, strong points, engagement areas and objectives if used.			
(5) The decisive, shaping, and sustaining operations.			
(6) Reconnaissance and security graphics.			
(7) Ground and air axes of advance.			
(8) FSCM.			
(9) Obstacle control measures.			
(10) Location of subordinate units (two levels down).			
b. Location of friendly force's special operating forces, joint, multinational, coalition, interagency and includes:			
(1) Marine corps cannon, rockets, missiles, and CAS.			
(2) Air force CAS.			
(3) Naval surface weapon systems.			
c. Location of governmental and non-governmental relief and support agencies such as non-governmental organizations and private volunteer organizations.			
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e. IPB overlays and products to include:			
(1) Location and disposition of enemy forces (known or templated).			

(2) Terrain analysis overlays and modified combined obstacle overlay.			
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TASK PERFORMANCE / EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL PERFORMANCE MEASURES EVALUATED							
TOTAL PERFORMANCE MEASURES GO							
TRAINING STATUS GO/NO-GO							

ITERATION: 1 2 3 4 5 M

COMMANDER/LEADER ASSESSMENT: T P U

Mission(s) supported: None

MOPP: Sometimes

MOPP Statement: None

NVG: Never

NVG Statement: None

Prerequisite Collective Task(s):

Step Number	Task Number	Title	Proponent	Status
	71-8-5111	Conduct the Military Decision Making Process (Battalion - Corps)	71 - Combined Arms (Collective)	Approved
	71-8-5113	Develop Commander's Critical Information Requirements (Battalion - Corps)	71 - Combined Arms (Collective)	Approved
	71-8-5200	Conduct Command Post Operations (Battalion - Corps)	71 - Combined Arms (Collective)	Approved
	71-8-5310	Manage Information and Data (Battalion - Corps)	71 - Combined Arms (Collective)	Approved

Supporting Collective Task(s):

Step Number	Task Number	Title	Proponent	Status
	71-8-5144	Develop Running Estimates (Battalion - Corps)	71 - Combined Arms (Collective)	Approved
	71-8-5310	Manage Information and Data (Battalion - Corps)	71 - Combined Arms (Collective)	Approved
	71-8-5316	Display a Common Operational Picture Tailored to User Needs (Battalion - Corps)	71 - Combined Arms (Collective)	Approved
	71-8-5318	Disseminate Common Operational Picture and Execution Information (Battalion - Corps)	71 - Combined Arms (Collective)	Approved
	71-8-6100	Employ Air and Missile Defense (Battalion - Corps)	71 - Combined Arms (Collective)	Approved

Supporting Individual Task(s):

Step Number	Task Number	Title	Proponent	Status
	150-718-5315	Establish the Common Operational Picture	150 - Combined Arms (Individual)	Approved

**Supporting Drill Task(s):** None

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**TADSS**

Step ID	TADSS ID	Title	Product Type	Quantity
No TADSS specified				

**Equipment (LIN)**

Step ID	LIN	Nomenclature	Qty
No equipment specified			

**Materiel Items (NSN)**

Step ID	NSN	LIN	Title	Qty
No equipment specified				

**Environment:** Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT.

**Safety:** In a training environment, leaders must perform a risk assessment in accordance with FM 5-19, Composite Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, NBC Protection, FM 3-11.5, CBRN Decontamination. .